



Homeland
Security

Privacy Office, Mail Stop 0655

July 17, 2012

SENT VIA EMAIL TO: 408-05713581@REQUESTS.MUCKROCK.COM

Mr. Jason Smathers
MuckRock News
Dept MR 408
P.O. Box 55819
Boston MA 02205-5819

Re: 12-OIA-0051

Dear Mr. Smathers:

This is the final response to your Freedom of Information Act (FOIA) request to the Department of Homeland Security (DHS), Office of Intelligence and Analysis (I&A) dated January 25, 2011, and seeking "the contents of the 'My Documents' folder (or any other location used as the primary location to store electronic documents on the OIA HCTD primary division leader's workstation and laptop computers (and any other computer assigned to this person'. Your request was received in this office on April 23, 2012 although the original request was dated January 25, 2011.

Based on the broad description you initially provided, we asked you to provide us with more information regarding the precise documents of interest in two acknowledgement letters dated April 23, 2012 and May 31, 2012.

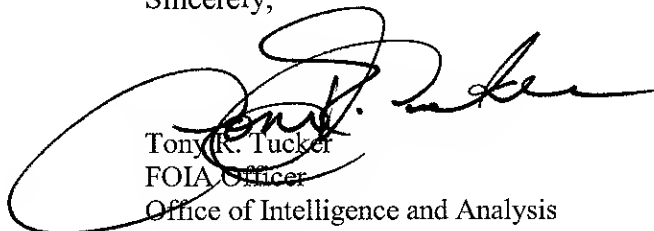
This broad, unfocused request does not specify the particular documents of interest. Based on the insufficient information you provided, we cannot conduct an adequate search. Pursuant to §5.3(b) of the DHS FOIA and Privacy Act Regulations, 6 C.F.R. Part 5, you must describe the records you are seeking with as much information as possible to ensure that our search of appropriate systems of records can find them with a reasonable amount of effort. In addition to the information that you provided, this description would include, the DHS component agency you believe created and/or controls the record and the nature of the record or document. For example, if you can identify the nature of the investigation you reference in your letter or identify the component within DHS that conducted said investigation, then we would have sufficient information to conduct a search.

We are administratively closing this case. This is not a denial of your request. Your request may be reinstated upon receipt of a perfected request at which time you will be advised as to the status of your request. You may find it helpful to access the DHS website for information on our

various components and their associated missions: www.DHS.gov. In addition, you may send a more narrowly-drafted request for specific documents within a particular component directly to the components of interest. The components' mailing addresses can also be found on www.DHS.gov.

If you have any questions or would like to discuss this matter, please feel free to contact this office me at (202) 447-4190 and refer to case number **12-OIA-0051**.

Sincerely,



Tony R. Tucker
FOIA Officer
Office of Intelligence and Analysis